



Capital Planning Committee

Capital Plan for FY2021 (July 1, 2020 – June 30, 2021)
5-Year Plan for FY2021 – FY2025

Date: Thursday, December 5, 2019

Time: 5pm-7:30pm

Location: Town Manager's Conference Room, Arlington Town Hall Annex, 730 Mass Ave.

Minutes

Attendance: Stephen Andrew, Advisor
Joseph Barr (arrived at 5:15pm),
Ida Cody,
Charlie Foscett
Michael Mason,
Chris Moore,
Angela Olszewski,
Sandy Pooler,
Brian Rehrig,
Julie Wayman, Management Analyst,
Timur Kaya Yontar.

Not in attendance: Phyllis Marshall.

Meeting Opened: Mr. Yontar called the meeting to order at 5:03 pm. The minutes of the meeting of November 21, 2019 were reviewed and approved without any changes (moved by Mr. Rehrig, seconded by Mr. Pooler. Mr. Foscett abstained.).

Meeting Schedule: Mr. Yontar summarized the upcoming meeting schedule and milestones, including the date that the Capital Plan is due to the Town Manager (January 3, 2020) and the date for the presentation to the Finance Committee (March 4, 2020). The Management Analyst will present the final sweeps and the rental property report at the December 19 meeting.

Finance Subcommittee-Arlington Redevelopment Board Report: The Committee discussed the updates to the Redevelopment Board's requests, including the additional funding requested for ADA upgrade at the Jefferson Cutter House and at 23 Maple Street. The Committee unanimously approved the updated requests (moved by Mr. Moore, seconded by Mr. Rehrig).

Administration Subcommittee-Arlington Public Schools Report: At the beginning of the discussion, the Subcommittee clarified two items:

- The figures in Item #9 are accurate, and there is no need to hold for new figures.
- The new amount requested for FY21 for the Hardy Playground (Item #12) is \$571,900 (the table is accurate but there was an error in the bullets above the table).

The Committee then discussed the requests from Arlington Public Schools (APS), in the groupings of projects indicated in the agenda.

Sweeps: In response to questions about the status of the closing out older school construction projects, Mr. Pooler indicated that Jim Feeney is looking at how much money can be given back. Members of the Committee noted that since some of the school funds came from a debt exclusion, they can't be used for unrelated purposes and would need to go towards paying off the bonds. More information about the status of the remaining funds from the Stratton and Thompson projects should be available after the 12/17 Permanent Town Building Committee meeting. The proposed sweeps were then approved unanimously (moved by Mr. Foskett, seconded by Mr. Rehrig).

Capital Requests: The Committee moved through the list of non-playground requests and discussed the following items:

- #5: Confirmed that this is not a new item and that it is only for the Bishop School and does not include anything for the Hardy School (as stated in one of the bullets).
- #14 and #15: A question was raised as to whether these should be done at the same time for the sake of efficiency, but the work on the HVAC units is more urgent than the work on the roof itself.
- #18: Given the number of elementary schools, a question was raised as to why money was needed for two schools/year for five years, but it was clarified that the later years could be reevaluated and might be used for other security upgrades.
- #7: This request has gone down significantly due to grants and rebates that are available. The Committee discussed whether it is necessary to include these grants in the plan with the appropriate offsets in revenue. The total amounts by fiscal year shown in the bullets are accurate, so the only question is how this project needs to be shown in the Capital Plan, which will be determined as the plan is being assembled.
- #2: The Committee discussed whether this money could all be spent in FY21, and Mr. Mason indicated that he would look into this but he thought that there might be constraints on how quickly the work could be done. The Committee decided to put all the money in FY21 to provide greater flexibility if the work could be done faster.
- #6: The Committee discussed whether this small equipment is a capital expense, but decided that it qualifies given the intended expenditures. Going forward, APS should provide a yearly list of the expected spending for the upcoming fiscal year.
- #30: After discussion, the Committee decided to move all of the funding to FY21 (\$220,000 total) to provide greater flexibility in spending.

- #20 and #21: After discussion, the Committee decided to remove these from the plan, since they are not needed at this time.

Following the discussion, the Committee unanimously approved all of the non-playground requests (everything other than Items #12, #17, and #23), with the modifications described above (moved by Mr. Pooler, seconded by Mr. Moore).

Playground Requests: The Committee separately discussed the requests related to playground (Items #12, #17, and #23). The costs of playground projects have increased in general, due partly to the general construction market costs and partly to the need to comply with current standards for safety and accessibility. This may lead to a need to move a project further out in the plan, depending on how the plan balances out. The Committee also discussed the overall challenges of keeping pace with the needs around playgrounds at both schools and Town parks, and the funding challenges that this will present. There was general agreement that there is a need for a larger discussion on this topic, including coordination between different projects, coordination between CPC and CPA funding, standards for playgrounds, and the Town's overall ability to manage these projects financially and operationally. Mr. Yontar suggested that the two remaining projects (since the FY21 funding for Item #17 is being eliminated) be placed into the plan, and then be further discussed as the plan is being balanced overall. The Committee unanimously approved this course of action (moved by Mr. Moore, seconded by Mr. Foskett).

Public Works and Recreation Subcommittee-Department of Public Works Report:

The Committee started by discussing prior year capital requests from the Department of Public Works, which are all intended to be spent (no sweeps proposed). The Subcommittee clarified that the item listed as "Capital" in FY19 is the annual allocation for Headstone Cleaning. The Committee asked about whether the Flood Mitigation Mill Brook item could be spent on the Mystic Street Bridge, and the Subcommittee indicated that this does appear to be feasible based on the discussions with Michael Rademacher. The Committee unanimously approved the use of the prior year requests (moved by Mr. Moore, seconded by Mr. Barr).

The Committee discussed the FY21-FY25 DPW capital requests. There was a general comment that it would be helpful for the project listing to indicate which projects are being paid from the Water/Sewer Enterprise fund (#11-#14 and #44-#49). The Committee also decided to move Item #52 (Water/Sewer Small Equipment) to the operating budget, although there is no real impact to the Capital Plan since this is paid from the Enterprise Fund either way. The Subcommittee also clarified that the FY21 numbers have generally been refreshed and updated based on current cost estimates, and that is generally the source of any increases in the FY21 requests, as explained in the notes on the spreadsheet. Following additional general discussion of the list of requests—including the status of the DPW Facility Project—the Committee unanimously approved the list (moved by Mr. Foskett, seconded by Mr. Pooler).

Old Business: The Committee continued discussions on the capital requests from the Planning and Community Development Department, including the following items:

- The Committee unanimously approved the ADA upgrades project (moved by Mr. Pooler, seconded by Mr. Foskett).
- The Committee continued to have a healthy discussion about the request for \$100,000 to pay for the cost of five Bluebikes stations, including the concerns about the long-term plan for bike share in Arlington and the issues associated with subsidizing the costs of a private operator. After the discussion, the Committee approved the request by a vote of five in favor and four opposed (moved by Mr. Rehrig, seconded by Mr. Barr). Voting in favor were Mr. Barr, Ms. Cody, Mr. Mason, Mr. Pooler, and Mr. Rehrig; voting against were Mr. Foskett, Mr. Moore, Ms. Olszewski, and Mr. Yontar; Ms. Marshall was not in attendance at the meeting.

Meeting Adjourned: The meeting adjourned unanimously at 7:30pm.